



REHEARSAL AND DAY OF COORDINATING

\$500.00 for peace of mind, while your special day unfolds just the way you envisioned it!

This package allows you to feel at ease with all your planning efforts. After all your planning and preparation is done, Gina will ensure that your special day goes as planned, to ensure all your details are precisely as you expected.

Once you have all your planning complete and final numbers confirmed, Gina will meet with you prior to your rehearsal day to gather all your information.

The following list is what is included.

REHEARSAL DAY

Gina will work hand and hand with any and all vendors at your rehearsal, to ensure your ceremony matches precisely the way you planned it.

- ✚ Assist with your style, organization and timing of your ceremony
- ✚ Ensure vendors and all attendees are present and on time for rehearsal
- ✚ Walk through rehearsal as many times as needed
- ✚ Assure any ceremony décor is set up or prepared to be set up for the day of
- ✚ Assist in placement of Reception hall décor, centerpieces, favors, seating cards, gift, bridal and cake table

DAY OF COORDINATION

Gina will be the connection between you and your vendors throughout the evening so you can focus on your special day without interruption

- ✚ Complete last-minute set-up and décor the morning of
- ✚ Oversee all vendors are on time, set-up and ready with an understanding of the agenda of activities for the day
- ✚ Ensure bridal party is ready with rings, bouquets, boutonnières and corsages for the parents and/or special attendees
- ✚ Organize bridal party before pre-set activities, (ceremony, group pictures, entrance, speeches etc....)





WEDDING COORDINATING

\$1050 will give you reprieve in knowing that you've got all the tedious, easily forgotten tasks covered.

This package is combined with Rehearsal and Day of Coordinating Package to give you exclusive coverage and assurance that your day is complete to your expectations and vision on such an important day!

This package is designed to give you guidance throughout your planning process, giving you options and choices that best fit you and your venue. Gina will bring your vision and her experience together and create the dream day you imagined. Choose the task and Gina will work with you step by step to make it happen.

- ✦ Assist with vendor selection including, music source, photographer, florist, cake... as well as attend any meetings upon request
- ✦ Hire and coordinate a photo session for save the date pictures
- ✦ Assist with hotel accommodations for guests
- ✦ Help design your ceremony/reception décor for venue tables, runners, chairs...etc.
- ✦ Assist in centerpiece construction and arrangement
- ✦ Schedule and confirm Rehearsal dinner reservations at a restaurant of your choice
- ✦ Triple count your RSVP list for accuracy and final seating count
- ✦ Continue communications with hired vendors as needed throughout planning process
- ✦ Develop a timeline of activities beginning with ceremony, including your entrance as Mr. & Mrs. your first dance, cake cutting.... etc.
- ✦ Assist with seating plan for ceremony and reception
- ✦ Distribute vendor final payments due that evening along with any gratuities
- ✦ Provide a bride's emergency kit (safety pins, band aids, thread, nail polish...)

And They Lived Happily Ever After...

These packages are perfect for couples who are out of town planning, and may not be able to meet with vendors, and communicate regularly to detail and deadlines as needed. Also, those whose schedules are hectic and time to devote to the vigorous communication and preparation of a wedding is limited, this is for you!

These packages also help the couple who just needs an extra hand to ensure all the arranging and coordinating come together to fit their vision just as they imagined and gives the couple their special day to enjoy together without a minute of pause.